



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

May 7, 2012

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Terry Gleason, James Roberson, and Dustin Tripp.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Fred Boone, Town Engineer; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Keith Archambault, IT Administrator; Tina Cheek, Parks and Recreation Director; Jason Godwin, Interim Police Chief; Tim Guffey, Fire Chief; Mark Batey, School Resource Officer; Tony Lashley, PSO Sergeant; Lawrence Capps, PSO Sergeant; Chris Darden, PSO Sergeant; Nathan Gant, Public Safety Officer; Tracy Solomon, PSO Sergeant; Joanna Gombatz, Accounting Operations Manager.

Meeting called to order by Mayor Killen at 7:02 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation given by Councilor Tripp.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Eddins to adopt the agenda with the following amendments:

REMOVE: First Avenue Phase I Supplemental Agreement from Item IX. Old Business

ADD: Budget Amendment for East Wake Education Foundation to Item X. New Business

Motion seconded by Councilor Roberson and carried unanimously.

ITEM II. APPROVAL OF MINUTES

February 11, 2012

February 15, 2012

...Motion by Councilor Tripp to approve the minutes of February 11, 2012 and February 15, 2012. Motion seconded by Councilor Eddins and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Mayors Employee Award

Mayor Killen recognized Fred Boone, Town Engineer, as the recipient of the Mayors Employee Award for the first quarter of 2012 for taking on additional responsibilities as the Public Works Director.

B. National Missing Children's Day Proclamation

Mayor Killen proclaimed May 25, 2012 as National Missing Children's Day in Knightdale and urged participation in protecting and education about child abduction and sexual exploitation.

C. Special Olympics Donation

Mark Batey, School Resource Officer, recognized other Public Safety Officers for their participation and efforts at the recent carnival and noted that Knightdale was sixth in the state in fundraising efforts for Special Olympics.

Council thanked Officer Batey for coordinating the event each year.

Officer Batey presented Interim Chief Jason Godwin with a plaque from the Special Olympics organization.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

Becky Olson, 6300 Robertson Pond Road, Wendell, asked if the Town Manager would be handling all media requests for the Town and if any false information was given to the media if the staff member responsible would be terminated.

Mayor Killen explained the Town's intention to implement a policy for release of public information and indicated that termination would be a possibility in the case of false information being released.

No one else approached.

B. Report on Citizen Inquiries

Councilor Roberson read a thank you letter from Schneider Electric for our Parks and Recreation Department's cooperation in a recent park project for Earth Week.

Mayor Pro Tem Chalk inquired about the delay of the First Avenue improvements project and instructed staff to notify citizens whose property is being affected of any delays.

Town Manager Seth Lawless responded that the Town Engineer will update all affected property owners.

ITEM V. CONSENT AGENDA

A. Budget Amendment 2012-10

Adopt Budget Amendment 2012-10 to reclassify various expenditures, increase budget for limited service firefighters, and increase budget for repairs and maintenance for baseball fields.

B. Mingo Creek Greenway Phase I Supplemental Agreement

Authorize Town Manager to execute Supplemental Agreement with NCDOT and City of Raleigh extending the existing agreement.

...Motion by Councilor Eddins to adopt the consent agenda. Motion seconded by Councilor Gleason and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large

groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

North Carolina MS Society Special Event Permit

Public hearing opened at 7:18 p.m.

Chris Hills, Planning Director, presented the special event application for a Muck ruckus submitted by MS Carolinas for Council consideration.

No one approached.

...Motion by Councilor Eddins to close the public hearing at 7:23 p.m. and approve the application subject to staff's recommendation that all applicable permits be obtained prior to the event. Motion seconded by Councilor Tripp and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

Park Construction Bid Results and Loan Financing
RES #12-05-07-001

Town Engineer Fred Boone presented bid results for park construction, answered questions from Council and recommended authorizing the Town Manager to enter into a contract with PLT Construction Inc. for the base bid and bid alternates 1, 2, 3, and 6.

...Motion by Mayor Pro Tem Chalk to enter into contract with PLT Construction Inc. for the base bid and bid alternates 1, 2, 3, and 6. Motion seconded by Councilor Eddins and carried unanimously.

Jimmy Overton, Finance Director, presented information regarding loan financing of park construction and renovations to Town Hall and the Public Safety Center. Mr. Overton requested approval to file an application with the Local Government Commission and to set a public hearing for May 16, 2012 to receive public comment on the proposed loan.

...Motion by Councilor Gleason to set a public hearing May 16, 2012 on the proposed installment purchase loan. Motion seconded by Councilor Roberson and carried unanimously.

...Motion by Mayor Pro Tem Chalk to adopt Resolution #12-05-07-001 authorizing filing an application with the Local Government Commission. Motion seconded by Councilor Gleason and carried unanimously.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

A. First Avenue Phase I Supplemental Agreement
Removed upon adoption of agenda

Town Engineer Fred Boone gave an update on First Avenue explaining that the project is on hold due to water line issues but the contractor will be able to resume work before the entire design change is completed.

B. BB&T Right Turn Lane
RES #12-05-07-002

Town Engineer Fred Boone presented a resolution authorizing the Town Manager to execute a contract and any change orders budgeted for the BB&T Right Turn Lane and Pedestrian Crosswalk at Widewaters Parkway project.

...Motion by Councilor Roberson to adopt Resolution #12-05-07-002 authorizing the Town Manager to enter into a contract with Raleigh Paving upon concurrence of NC Department of Transportation. Motion seconded by Councilor Eddins and carried unanimously.

ITEM X. NEW BUSINESS

A. Board Updates
a. Land Use Review Board

Mark Swan, Chairman of the Land Use Review Board, gave an update on membership, creation and implementation of a street tree plan, participation of members on the pedestrian plan committee, record attendance at the Citizens Planning Academy, and cases handled over the past year.

Mayor Killen thanked Mr. Swan and the board for their dedication to the Town.

b. Old Town Oversight Committee

Richard Godwin, Chairman of the Old Town Oversight Committee, thanked Council for the opportunity for input about the downtown area and noted the First Avenue project is having very little impact on residents in old town. Mr. Godwin spoke about the park, encouraged Council to continue discussion on the rental registration

ordinance and to consider an ordinance preventing parking in the grass.

Mayor Killen thanked Mr. Godwin and the committee for their work.

c. Parks and Recreation Advisory Board

Parks and Recreation Director Tina Cheek gave an update from the Parks and Recreation Advisory Board including vacant seats, approval of Disc Golf Course renovations, review of park plans, updates to policies and procedures, formation of an Arboretum Committee, and upcoming events.

B. Personnel Policy Revisions
RES #12-05-07-003

Suzanne Yeatts, Human Resources Director, presented revisions to the Town's personnel policy and answered questions from Council.

Fire Chief Tim Guffey discussed hiring requirements for Volunteer Firefighters who are exempt from the personnel policy.

...Motion by Mayor Pro Tem Chalk at 8:46 p.m. to excuse Councilor Eddins from the meeting. Motion seconded by Councilor Tripp and carried unanimously.

Councilor Eddins exited at 8:46 p.m.

...Motion by Councilor Tripp to adopt Resolution #12-05-07-003 approving revisions to the personnel policy subject to Council's comments to change wording in section 5.3 from shall to may regarding applicants being informed of current and future job openings and adding language in section 5.7 regarding future positions. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

C. Mayors Association Wake Delegation Legislative Agenda

Mayor Killen spoke about the Wake County Mayors Association Legislative agenda regarding retention of ETJ Authority.

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported the committee plans to meet Monday, May 14, 2012.

B. Finance

Mayor Pro Tem Chalk noted continued work on the budget.

C. Public Safety

Councilor Roberson reported discussion of repairs to a ladder truck, renovations to the police division, and commended Interim Chief Godwin on the initiative to elevate positions creating opportunities for officers.

D. Nominating

No report.

E. Liaison Reports

No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

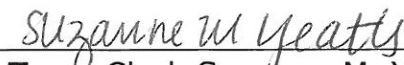
None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Roberson to adjourn at 9:05 p.m. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.



Mayor Pro Tem Mike Chalk



Town Clerk Suzanne M. Yeatts